
Capital Strategy and Programme 2019/20 - 2021/22

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| Committee considering report: | Executive on 14 February 2019 Council on 5 March 2019 |
| Portfolio Member: | Councillor Anthony Chadley |
| Date Portfolio Member agreed report: | 22 January 2019 |
| Report Author: | Shannon Coleman-Slaughter |
| Forward Plan Ref: | C3615 |

1. Purpose of the Report

- 1.1 To outline the three year Capital Strategy for 2019 - 2022, including the minimum revenue provision (MRP) and to set out the funding framework for Council's three year capital programme for 2019 - 2022.

2. Recommendation

- 2.1 To recommend to the Council that the Capital Strategy and Programme 2019/20 to 2021/22 be approved.

3. Implications

- 3.1 **Financial:** The draft programme allocates £68million of Council capital resources over three years to be funded mainly from prudential borrowing. This level of investment is expected to require an annual increase in the revenue budget for capital financing of £500k per year from 2019/20 to 2021/22. These increases are reflected in the proposed Revenue Budget 2019/20 and the Medium Term Financial Strategy 2019/20 – 2021/22.
- 3.2 **Policy:** The Capital Strategy is closely aligned to the Council Strategy.
- 3.3 **Personnel:** A proportion of the Council's establishment is funded directly by the Capital Programme where it can be demonstrated that staff directly support and help to deliver the capital programme
- 3.4 **Legal:** The Capital Strategy contains Prudential Indicators that are mandatory under the Capital Finance Act 2003.

When the final programme has been approved by Council, the budget managers will have the authority to let contracts for the schemes included in the 2019/20 programme in accordance with the Council's Contract Rules of Procedure.
- 3.5 **Risk Management:** Strategic risks relating to the Capital Programme are set out in the Council's Strategic Risk Register. Individual programmes/projects will have their own Risk Management

Plans

3.6 **Property:** The proposed Capital Programme will provide for maintenance and improvements to a number of existing Council buildings. The level of funding available for the proposed programme is partly dependant on final decisions still to be made about the disposal of some Council land and buildings.

3.7 **Other:** Not applicable

4. **Other options considered**

4.1 Not applicable

Executive Summary

5. Introduction / Background

- 5.1 This report sets out the draft Capital Strategy and Programme covering the three year period 2019/20 – 2021/22. Despite ongoing pressure on the revenue budget, the Council continues to make significant investment in the future of West Berkshire through its capital programme. The programme continues to be supported by an annual increase in the revenue budget for capital financing which has remained unchanged at £500k per year, with no allowance for inflation, since 2011.

6. Proposals

- 6.1 The Capital Programme helps deliver the key priorities for improvement in the Council Strategy by proposing investment over the next three years in the following key areas:
- (1) Improving Educational Attainment and Closing the Educational Attainment Gap: £38.7 million for new school places and improvements to school buildings;
 - (2) Key Infrastructure Improvements in Relation to Roads: £34.0 million for maintenance and improvement of highways and public rights of way;
 - (3) Safeguarding Children and Vulnerable Adults: £8.7 million for occupational health equipment, home adaptations and supported living for vulnerable adults and looked after children;
 - (4) Supporting Communities to do More to Help Themselves: £2.9million for maintenance and improvement of parks, open spaces sporting and cultural facilities and £320k for grants to support community projects;
 - (5) Becoming and Even More Effective Council: £35 million for investment in commercial property, and £4.3 million for ICT and improvements in energy efficiency, in order to generate revenue income and to improve the efficiency of Council Services.

7. Conclusions

- 7.1 The proposed programme allows for all the most urgent capital investment priorities identified by services to help implement the Council Strategy over the next three years. The proposed programme relies on some sources of external funding which have not yet been confirmed for the later years of the programme. Programme priorities and the availability of funding will therefore need to be kept under review, and changes may need to be made to the programme in future years.

8. Appendices

- 8.1 Appendix A – Data Protection Impact Assessment
- 8.2 Appendix B – Equalities Impact Assessment
- 8.3 Appendix C – Supporting Information

8.4 Appendix D – Summary Capital Programme 2019/20 -2021/22

8.5 Appendix E – Detailed Capital Programme 2019/20 -2021/22

Appendix A

Data Protection Impact Assessment – Stage One

The General Data Protection Regulations require a Data Protection Impact Assessment (DPIA) for certain projects that have a significant impact on the rights of data subjects.

Should you require additional guidance in completing this assessment, please refer to the Information Management Officer via dp@westberks.gov.uk

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| Directorate: | Resources |
| Service: | Finance & Property |
| Team: | Accountancy |
| Lead Officer: | Shannon Coleman-Slaughter |
| Title of Project/System: | Capital Programme |
| Date of Assessment: | 18.1.2019 |

Do you need to do a Data Protection Impact Assessment (DPIA)?

| | Yes | No |
|--|--------------------------|----------|
| <p>Will you be processing SENSITIVE or “special category” personal data?</p> <p>Note – sensitive personal data is described as “<i>data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, or trade union membership, and the processing of genetic data, biometric data for the purpose of uniquely identifying a natural person, data concerning health or data concerning a natural person’s sex life or sexual orientation</i>”</p> | <input type="checkbox"/> | X |
| <p>Will you be processing data on a large scale?</p> <p>Note – Large scale might apply to the number of individuals affected OR the volume of data you are processing OR both</p> | <input type="checkbox"/> | X |
| <p>Will your project or system have a “social media” dimension?</p> <p>Note – will it have an interactive element which allows users to communicate directly with one another?</p> | <input type="checkbox"/> | X |
| <p>Will any decisions be automated?</p> <p>Note – does your system or process involve circumstances where an individual’s input is “scored” or assessed without intervention/review/checking by a human being? Will there be any “profiling” of data subjects?</p> | <input type="checkbox"/> | X |
| <p>Will your project/system involve CCTV or monitoring of an area accessible to the public?</p> | <input type="checkbox"/> | X |
| <p>Will you be using the data you collect to match or cross-reference against another existing set of data?</p> | <input type="checkbox"/> | X |
| <p>Will you be using any novel, or technologically advanced systems or processes?</p> <p>Note – this could include biometrics, “internet of things” connectivity or anything that is currently not widely utilised</p> | <input type="checkbox"/> | X |

If you answer “Yes” to any of the above, you will probably need to complete [Data Protection Impact Assessment - Stage Two](#). If you are unsure, please consult with the Information Management Officer before proceeding.

Appendix B

Equality Impact Assessment - Stage One

We need to ensure that our strategies, policies, functions and services, current and proposed have given due regard to equality and diversity as set out in the Public Sector Equality Duty (Section 149 of the Equality Act), which states:

- “(1) A public authority must, in the exercise of its functions, have due regard to the need to:**
- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;**
 - (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; this includes the need to:**
 - (i) remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic;**
 - (ii) take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it;**
 - (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it, with due regard, in particular, to the need to be aware that compliance with the duties in this section may involve treating some persons more favourably than others.**
- (2) The steps involved in meeting the needs of disabled persons that are different from the needs of persons who are not disabled include, in particular, steps to take account of disabled persons' disabilities.**
- (3) Compliance with the duties in this section may involve treating some persons more favourably than others.”**

The following list of questions may help to establish whether the decision is relevant to equality:

- Does the decision affect service users, employees or the wider community?
- (The relevance of a decision to equality depends not just on the number of those affected but on the significance of the impact on them)
- Is it likely to affect people with particular protected characteristics differently?
- Is it a major policy, or a major change to an existing policy, significantly affecting how functions are delivered?
- Will the decision have a significant impact on how other organisations operate in terms of equality?
- Does the decision relate to functions that engagement has identified as being important to people with particular protected characteristics?
- Does the decision relate to an area with known inequalities?
- Does the decision relate to any equality objectives that have been set by the council?

Please complete the following questions to determine whether a full Stage Two, Equality Impact Assessment is required.

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| What is the proposed decision that you are asking the Executive to make: | Approve the 2019/20 – 2021/22 Capital Strategy & Programme |
| Summary of relevant legislation: | Referred to in the main report |
| Does the proposed decision conflict with any of the Council’s key strategy priorities? | No |
| Name of assessor: | Shannon Coleman-Slaughter |
| Date of assessment: | 18.01.2019 |

| Is this a: | | Is this: | |
|------------|-----|--------------------------------------|-----|
| Policy | No | New or proposed | No |
| Strategy | Yes | Already exists and is being reviewed | Yes |
| Function | No | Is changing | Yes |
| Service | No | | |

| 1 What are the main aims, objectives and intended outcomes of the proposed decision and who is likely to benefit from it? | |
|--|--|
| Aims: | To target funding at Council priorities to enable the Council’s assets and systems to be maintained and improved in a way which is affordable within the Medium Term Financial Strategy. |
| Objectives: | To enable the effective and efficient delivery of the Council’s key priorities as set out in the Council Strategy 2019 to 2022. |
| Outcomes: | The Councils buildings, equipment and systems are maintained, renewed and improved. |
| Benefits: | Improvements in the effectiveness and efficiency of the Council’s services. |

| 2 Note which groups may be affected by the proposed decision. Consider how they may be affected, whether it is positively or negatively and what sources of information have been used to determine this. | | |
|--|---------------------------|-----------------------------|
| (Please demonstrate consideration of all strands – Age, Disability, Gender Reassignment, Marriage and Civil Partnership, Pregnancy and Maternity, Race, Religion or Belief, Sex and Sexual Orientation.) | | |
| Group Affected | What might be the effect? | Information to support this |

| | | |
|--|-----|--|
| Age | Yes | The proposed capital programme includes a number of capital schemes to support services to these groups in particular the programme for services within the Communities and Environment directorates |
| Disability | Yes | |
| Gender Reassignment | No | |
| Marriage and Civil Partnership | No | |
| Pregnancy and Maternity | No | |
| Race | No | |
| Religion or Belief | No | |
| Sex | No | |
| Sexual Orientation | No | |
| Further Comments relating to the item: | | |
| The capital strategy itself does not have any direct equalities impact, but more detailed equalities assessments will be carried out for any new schemes within the capital programme prior to implementation. | | |

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| 3 Result | |
| Are there any aspects of the proposed decision, including how it is delivered or accessed, that could contribute to inequality? | No |
| Please provide an explanation for your answer: The capital strategy seeks to improve the quality of buildings, equipment and systems with one of the aims being to address improve accessibility for vulnerable groups. | |
| Will the proposed decision have an adverse impact upon the lives of people, including employees and service users? | No |
| Please provide an explanation for your answer: The capital strategy seeks to improve the quality of buildings and equipment which are used by employees and for the benefit of service users, with one of the aims being to improve accessibility | |

If your answers to question 2 have identified potential adverse impacts and you have answered 'yes' to either of the sections at question 3, or you are unsure about the impact, then you should carry out a Stage Two Equality Impact Assessment.

If a Stage Two Equality Impact Assessment is required, before proceeding you should discuss the scope of the Assessment with service managers in your area.

You will also need to refer to the [Equality Impact Assessment guidance and Stage Two template](#).

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| 4 Identify next steps as appropriate: | |
| Stage Two required | No |
| Owner of Stage Two assessment: | |
| Timescale for Stage Two assessment: | |

Name: Shannon Coleman-Slaughter

Date: 18.01.2019

Please now forward this completed form to Rachel Craggs, Principal Policy Officer (Equality and Diversity) (rachel.craggs@westberks.gov.uk), for publication on the WBC website.